

Revenue Careers



Great Careers!

Explore opportunities with Department of Revenue! Revenue's dynamic team is comprised of dedicated professionals who fairly and efficiently collect revenues and administer programs to fund public services, and advocate sound tax policy. We provide great solutions and service by attracting and retaining the best talent and building a diverse workforce. Our employees are our greatest asset. As a member of Revenue's team, you have an important role in our agency mission.

Great Talent!

The Department of Revenue employs approximately 1,000 people, including revenue auditors and agents, tax examiners, administrative law judges, property appraisers, foresters, and computer analysts.

Great Location!

Revenue headquarters is located in Olympia, home to the state capitol. The city, located on Puget Sound's southernmost tip, is rich in history, culture, and natural beauty. Olympia's location provides easy access to the Cascade Mountains, Olympic Peninsula, and the Pacific Ocean.

Position: Property & Acquisition Specialist 4
Division: Property Tax

Location: Statewide
Notice: 46046-OC TR

Opens: March 29, 2006
Closes: Open Continuous

Primary Duties:

Conducts appraisals and/or audits of major utilities or large and diversified manufacturing and industrial properties where built in components constitute a large part of the total property value; determines the tax status of major non-profit organizations. Consults with and provides recommendations to internal and external administrators such as county officials, public accountants and attorneys. Clarifies with suppliers, values and trends of industrial machinery and equipment and personal property for use in creating statewide valuation guidelines for county assessment purposes. Testifies as an expert property appraiser/auditor at county boards of equalization, Board of Tax Appeals, and at judicial proceedings; assists attorneys in the preparation of technical appraisal matters for court cases. Prepares training materials and instructs others. Makes site inspections of property operated by nonprofit organizations and federally recognized tribes; appraises land; determines eligibility for property tax exemption. Other duties as assigned.

Compensation:

\$3663-\$4685 per month (Range 56), depending on qualifications. Outstanding benefits including health, dental, life and long-term disability insurance; vacation, sick, military and civil leave; dependent care assistance program; employee advisory service; deferred compensation plans; educational benefits program; 11 paid holidays; Commute Trip Reduction Incentives; flexible work hours; training; and state retirement plans.

Desired Qualifications:

Bachelor's degree involving major study in business or public administration, real estate, economics, accounting, park planning, wildlife management, forestry, or related field

AND

Two to three years of experience appraising real estate and negotiating ownership transactions or auditing and/or appraising commercial and light industrial real or personal property.

Great Benefits!

- Competitive salaries
- Excellent health and retirement benefits
- Generous paid vacation and holidays
- Promotion opportunities
- Cross-training opportunities
- Continuous learning opportunities
- Talented co-workers
- Meaningful and ethical work
- Serving citizens and making a difference

Visit us at www.dor.wa.gov

How to Apply

E-mail: jobs@dor.wa.gov

FAX: (360) 664-0658

Mail: Department of Revenue
Office of Human Resources
Attention: Recruitment
P.O. Box 47463
Olympia, WA 98504-7463

OR

One year of experience as a Property and Acquisition Specialist 3.

Examination:

The examination will consist of an evaluation of the applicant's experience and will be based solely on the material provided in the application. In addition to completing your application for minimum qualifications, please specify any experience you may have in conducting property and business appraisals and/or audits of:

1. Commercial properties
2. Manufacturing or industrial properties
3. Utilities properties
4. Non-profit organizations.

We will mail your score to you, but we cannot tell you how you rank among the list of job applicants.

How to Apply:

Submit Applications to:

E-mail: jobs@dor.wa.gov
please indicate position title in subject line

Fax: (360) 664-0658
please indicate position title on cover

Mail: State of Washington Department of Revenue
Office of Human Resources
Attention: Recruitment
P.O. Box 47463
Olympia, WA 98504-7463

Special Note:

This position is covered by a collective bargaining agreement between the Department of Revenue and the Washington Public Employees Association (WPEA), which contains a "union security" provision. This means that, as a condition of employment you must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are put into pay status. Frequent statewide travel is required for these positions. Successful completion of assigned in-service training courses will be required by the appointing authority as a condition of continued employment. Incumbents may be responsible for providing their own transportation to work sites, as assigned. A valid Washington Driver's License is required within 60 days of appointment. Prior to any new

appointment into the Department of Revenue, a background check will be conducted.

The Washington State Department of Revenue is an equal opportunity employer. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam era veterans are encouraged to apply. Persons of disability, who need assistance in the application/testing process, or those needing this job announcement in an alternative format, may call the Office of Human Resources at (360) 725-7501, TDD/TTY (360) 664-0580.